



# ENMM20032 Asset Management Maturity

## Term 2 - 2023

Profile information current as at 07/05/2024 09:55 am

All details in this unit profile for ENMM20032 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

### General Information

#### Overview

This unit develops skills required for assessing the maturity of asset management processes, including performing audit activities. Students will establish an asset management maturity process that can be applied in their organisational setting.

#### Details

Career Level: *Postgraduate*

Unit Level: *Level 8*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

#### Pre-requisites or Co-requisites

Prerequisites: ENMM20023, ENMM20025, ENMM20029 & ENMM20024

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

#### Offerings For Term 2 - 2023

- Online

#### Attendance Requirements

All on-campus students are expected to attend scheduled classes - in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

#### Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

## Class and Assessment Overview

### Recommended Student Time Commitment

Each 6-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

### Class Timetable

#### [Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

#### [Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

### Assessment Overview

#### 1. **Written Assessment**

Weighting: 30%

#### 2. **Written Assessment**

Weighting: 30%

#### 3. **Written Assessment**

Weighting: 40%

### Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

## CQUniversity Policies

**All University policies are available on the [CQUniversity Policy site](#).**

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

## Previous Student Feedback

### Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

#### Feedback from Feedback Survey- HAVE YOUR SAY

**Feedback**

Unit contents needed to be review and updated where possible.

**Recommendation**

Students' observations regarding the study guide links that are not working will be checked. Attempts will be made to fix or replace the broken links with new ones where possible.

#### Feedback from Feedback Survey- HAVE YOUR SAY

**Feedback**

Lecture and online resources should be more supportive for student.

**Recommendation**

An improved continuous improvement approach will be in place to enhance the quality of the unit contents by adding new case studies and clear instructions for assignment requirements. Students will be given adequate time in the class to ask questions to ensure lecture contents and assignment questions are aligned.

## Unit Learning Outcomes

**On successful completion of this unit, you will be able to:**

1. Analyse principles of asset management maturity
2. Conceptually map the maturity attributes of an organisation
3. Appraise the benefits of assessing asset management maturity
4. Formulate asset management maturity process
5. Rationalise various process maturity models

Not applicable

## Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Written Assessment - 30%	•	•	•		
2 - Written Assessment - 30%			•	•	•
3 - Written Assessment - 40%	•	•		•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
1 - Knowledge	○	○	○	○	○
2 - Communication	○	○	○	○	○
3 - Cognitive, technical and creative skills	○	○	○	○	○
4 - Research	○	○		○	○
5 - Self-management			○	○	○
6 - Ethical and Professional Responsibility			○	○	○
7 - Leadership				○	○
8 - Aboriginal and Torres Strait Islander Cultures					

## Textbooks and Resources

### Textbooks

There are no required textbooks.

### IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

## Referencing Style

All submissions for this unit must use the referencing style: [American Psychological Association 7th Edition \(APA 7th edition\)](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Muralitheran V Kanagarajoo** Unit Coordinator

[m.kanagarajoo@cqu.edu.au](mailto:m.kanagarajoo@cqu.edu.au)

## Schedule

### Week 1 - 10 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Analyse principles of asset management maturity. Objectives: <ul style="list-style-type: none"><li>· Understand the concept of asset management maturity</li><li>· Understand what an asset management maturity principle is</li><li>· Identify a complete set of asset management maturity principles</li><li>· Learn the key asset management maturity principles</li></ul>	Discuss ISO 5500x principles (from 55000) plus adaptability Discussion of the nuances of the AMM definitions	Tutorial Wk 1

### Week 2 - 17 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Analyse principles of asset management maturity. Objectives: <ul style="list-style-type: none"><li>· Understand the UN Sustainable Development Goals (SDGs) and purpose</li><li>· Understand how the SDGs are impacted</li><li>· Understand why we need the SDGs</li><li>· Review and track progress of SDGs</li></ul>	Exercise in discussing what maturity might mean at a personal level	Tutorial Wk 2

### Week 3 - 24 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Conceptually map the maturity attributes of an organisation Objectives: <ul style="list-style-type: none"><li>· Understand the typical characteristics that define each stage of asset management maturity</li><li>· Be aware of the IAM 10 Box model</li><li>· Have an appreciation of the Asset Management Landscape (39 subjects)</li><li>· Be able to express what competent means in relation to asset management.</li></ul>	Discuss the basis of maturity models	Tutorial Wk 3

### Week 4 - 31 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
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Conceptually map the maturity attributes of an organisation

Objectives:

- Understand the concept of beyond competence.
- Understand the importance of clarity of purpose
- Understand the role of leadership and governance
- Understand that people (employees) are important
- Understand the need for strategy and planning
- Understand the role of decision making, information management, risk management and continual improvement

Discuss maturity attributes

Discuss how these maturity attributes apply to your organisation

Tutorial Wk 4

### Week 5 - 07 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Appraise the benefits of assessing asset management maturity. Objectives: · Understand the benefits resulting from the consideration and assessment of asset management maturity · Understand increasing asset management maturity may deliver benefits · Understand the process of benefits realisation · Understand resource based view and benefits realisation	Add emphasis on organisational outcomes and ensuring that the focus is on results as well as process	Tutorial Wk 5

### Vacation Week - 14 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
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### Week 6 - 21 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Appraise the benefits of assessing asset management maturity. Objectives: · Understand the concept of Communication Maturity · Explain how Communication Maturity relates to asset management maturity · Understand how realising asset management maturity depends upon Communication Maturity · Understand how Communication Maturity impacts on asset management maturity assessments.	Discussion regarding the difference between skill, knowledge , competencies and capabilities	Tutorial Wk 6

### Week 7 - 28 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Rationalise various process maturity models. Objectives: Understand maturity models related to: · People management · Project management	Evaluating the effect of maturity model on their organisational assessment outcome	Tutorial Wk 7 Assessment 1 (30%) <b>Due Wk7 Friday 1 Sep 2023 @ 1159pm AEST</b>  <b>Written Assessment (Individual)</b> Due: Week 7 Friday (1 Sept 2023) 11:59 pm AEST

### Week 8 - 04 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Rationalise various process maturity models Objectives: Understand maturity models related to: <ul style="list-style-type: none"> <li>• Information systems management</li> <li>• Social media management</li> </ul>	Evaluating the effect of maturity model on their organisational assessment outcome (continuation from previous week)	Tutorial Wk 8
<b>Week 9 - 11 Sep 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
Formulate asset management maturity process. Objectives: Understand how to design, evaluate and assess asset management processes <ul style="list-style-type: none"> <li>• ISO 55000 suite history</li> <li>• Planning the implementation of an AMS based on ISO 55001</li> <li>• AMS implementation according to ISO 55001</li> </ul>	Examine both internal and external environment when formulating asset management maturity assessments	Tutorial Wk 9
<b>Week 10 - 18 Sep 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
Formulate asset management maturity process Objectives: Understand how to design, evaluate and assess asset management processes <ul style="list-style-type: none"> <li>• Monitoring, evaluating and continually improving AMS based on ISO 55001</li> <li>• Principles of auditing</li> <li>• On-site audit activities</li> <li>• Closing the audit</li> <li>• ISO 55001 certification process</li> </ul>	Examine both internal and external environment when formulating asset management maturity assessments (continuation from previous week)	Tutorial Wk 10 Assessment 2 (30%) <b>Due Wk10 Friday 22 Sep 2023 @ 1159pm AEST</b>  <b>Written Assessment (Individual)</b> Due: Week 10 Friday (22 Sept 2023) 11:59 am AEST
<b>Week 11 - 25 Sep 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
Discussing maturity model for your organisation	This week we will invite students to reflect on the learning on maturity models and how it is applicable to their organisation. Students are to identify which maturity models (or a combination) best suits their organisation needs.	Tutorial Wk 11
<b>Week 12 - 02 Oct 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
Student presenting their maturity models for further refinements	In class guidance to complete your assessment 3.	Tutorial Wk 12
<b>Review/Exam Week - 09 Oct 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
Assessment 3 Due (40%)		Assessment 3 (40%) <b>Due Review/Exam Week Friday 13 Oct 2023 @ 1159pm AEST</b>  <b>Written Assessment (Individual)</b> Due: Review/Exam Week Friday (13 Oct 2023) 11:59 pm AEST
<b>Exam Week - 16 Oct 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic

## Term Specific Information

Lecturer: Sally Nugent email: s.a.nugent@cqu.edu.au

Unit Coordinator: Muralitheran V Kanagarajoo email:m.kanagarajoo@cqu.edu.au

## Assessment Tasks

### 1 Written Assessment (Individual)

#### Assessment Type

Written Assessment

#### Task Description

- Assessment 1 (30%) - will cover lectures 1 - 6
- This assessment is due in Wk 7 Friday 1 Sep 2023 @ 1159 pm AEST
- Detailed assessment and marking rubric information will be available in Moodle from Week 1 of Term 2, 2023.

#### Assessment Due Date

Week 7 Friday (1 Sept 2023) 11:59 pm AEST

Friday 1 Sep 2023 @ 1159 pm AEST

#### Return Date to Students

Week 9 Friday (15 Sept 2023)

#### Weighting

30%

#### Assessment Criteria

Detailed assessment and marking rubric information will be available in Moodle from Week 1 of Term 2, 2023.

#### Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

#### Submission

Online

#### Learning Outcomes Assessed

- Analyse principles of asset management maturity
- Conceptually map the maturity attributes of an organisation
- Appraise the benefits of assessing asset management maturity

### 2 Written Assessment (Individual)

#### Assessment Type

Written Assessment

#### Task Description

- Assessment 2 (30%) - will cover lectures 1 - 8
- This assessment is due in Wk 10 Friday 22 Sep 2023 @ 11:59 pm AEST
- Detailed assessment and marking rubric information will be available in Moodle from Week 1 of Term 2, 2023.

#### Assessment Due Date

Week 10 Friday (22 Sept 2023) 11:59 am AEST

Friday, 22 Sep 2023 @ 11:59 pm AEST

#### Return Date to Students

Week 12 Monday (2 Oct 2023)

#### Weighting

30%

#### Assessment Criteria

Detailed marking rubric information will be available in Moodle from Week 1 of Term 2, 2023.



**Referencing Style**

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

**Submission**

Online

**Learning Outcomes Assessed**

- Appraise the benefits of assessing asset management maturity
- Formulate asset management maturity process
- Rationalise various process maturity models

### 3 Written Assessment (Individual)

**Assessment Type**

Written Assessment

**Task Description**

- Assessment 3 (40%) – will cover lectures 1 – 10
- This assessment is due in Review/ Exam Week Friday, 13 Oct @ 1159 pm AEST
- Detailed assessment and marking rubric information will be available in Moodle from Week 1 of Term 2, 2023.

**Assessment Due Date**

Review/Exam Week Friday (13 Oct 2023) 11:59 pm AEST

Friday, 13 Oct @ 1159 pm AEST

**Return Date to Students**

Returned after grade certification date

**Weighting**

40%

**Assessment Criteria**

Detailed marking rubric information will be available in Moodle from Week 1 of Term 1, 2023.

**Referencing Style**

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

**Submission**

Online

**Learning Outcomes Assessed**

- Analyse principles of asset management maturity
- Conceptually map the maturity attributes of an organisation
- Formulate asset management maturity process
- Rationalise various process maturity models

## Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

### What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

### Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

### Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

### What can you do to act with integrity?



#### Be Honest

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own



#### Seek Help

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)



#### Produce Original Work

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem